STATE LABORATORY INSTITUTE

QUALITY ASSURANCE STUDY OUTLINE

Participants:

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A. Quality Topic:

The STD data entry office will compare the original sample requisitions to the final test report to determine the accuracy of manual data entry. This activity will be done by monitoring of patient and specimen data submitted on the requisition to the same data reported on the final reports.

B. Review or monitoring activities:

25 requisitions and corresponding reports from each of the following tests, *Syphilis, Chlamydia, Chlamydia/Gonorrhea combined, Pertussis Serology and VRDL,* will be reviewed on a quarterly basis. The following fields will be compared, *Provider, Patient ID, Name, Gender, DOB, DOC, Source and Contact Information*; any fields that do not match will be noted. The discrepancies will be recorded by test area and accession numbers. The cause of the error will also be noted for each error found. Errors will be corrected, tracked and reported to the STD Laboratory Supervisor and the Laboratory Division Director. Results will also be reviewed to detected systematic problems and determine if corrective actions need to be applied.

C. Findings and Assessments Summary:

D. Recommendations or corrective Action(s):

E. Implementation of Changes:

F. Follow-up and Outcomes:

Laboratory Division Director / date: _____

Quality Assurance Manager / date: _____

Quality Assurance Director / date: _____

Laboratory Director / date: _____